

**Lunenburg Council on Aging Minutes
November 13, 2012**

Minutes Approved at the 12/11/12 COA Meeting

Present: Mary Lynn Conrad, (Chairperson), Pete Lincoln (Vice-Chairperson), Doreen Noble (Director), Barbara Brown, Deb Seeley, Fred Crellin, Jim Hays, Sis Montuori, Joyce Wass, and Sue Doherty (Admin. Asst.)

Excused: Jane Doyle

Guests: Steven Raboin, Lunenburg Finance Committee & Whitney Lacka, Prospective COA Member

Welcome: Mary Lynn Conrad (Chairperson) opened the meeting at 9:30AM

Minutes: Sis Montuori motioned to accept the minutes of the October 9, 2012 COA Meeting. Pete Lincoln seconded. All approved, motion carried.

Director's Report:

Finance/Informational Report: Doreen Noble reported to the COA board that the COA utility bills are being paid on time although there will need to be a transfer into the Sewer & Water lines due to increases in rates.

A new senior center van driver has been hired and the Director is waiting to hear from MART (Montachusett Regional Transit Authority) regarding training before he can begin. It is hoped that he will be "on board" by the next Council on Aging meeting.

There are two per diem drivers already approved by MART who will be able to fill in if the need arises.

Joanne Brazell has been hired as the new part-time Meal Site Coordinator to work on Mondays in the kitchen. Other applicants had applied but were deemed inappropriate by the Director.

The Director reminded the board that she will be attending MCOA (Massachusetts Councils on Aging) Advisory meetings and board meetings on Fridays.

The Eagle House will have a holiday "Chinese Luncheon" on December 17th. Tickets will be at a cost of \$10 and entertainment will be provided by the "Supporters of the Eagle House Inc."

Old Business

Capital Planning: The Director reported that the new Refrigerator, Freezer, Hot Dog Roller, Pizza Oven, Steam Table & Sandwich/Salad Bar will be arriving on Wednesday. The wall oven will need to be ordered through a local appliance store and if there are left over funds two new banquet tables will be purchased. All items were approved purchases through the Capital Plan.

The Meal Site participant numbers have been dropping and there has been a concern regarding the sub-standard quality of the food which is provided by MOC Nutrition. A new plan has been developed which will entail changing the Congregate Meal Site lunch hours, beginning in January, to serving lunch at 12 Noon except on Thursday where it will remain at 11:30AM. Every Tuesday will alternate with serving Hot Dogs and Pizza along with playing "Director's Bingo" ½ hour before the meal. Luncheon prices will remain at \$2.25 donation.

The Director is working on the 5 year Capital Plan request and the Town Manger suggested that a generator be included for the Eagle House for FY14.

Quotes were received and the Director selected a John Deere diesel powered generator at a cost of \$29K. The Lunenburg Emergency Management is looking at the possibility of using the Eagle House as a shelter for elders during emergencies and a generator would be needed in order to do this. The DPW Director would like to have an Electrical Engineer assess the center to see what the cost would be and if this would be possible to do.

Discussion ensued regarding the pros and cons of using a diesel generator and using the center as a shelter. The Director informed the board that diesel generators are less expensive and are better built. The idea of using the center as a shelter for elders is for safety reasons and the existing shelter at the Middle School is not appropriate at this time.

FY15 Capital Plan will include a shower system installed into the older back bathroom for shelter purposes.

FY16 Capital Plan will include \$10K for roof repair.

FY17 & FY18 Capital Plan will include \$10K for carpet and tile floor replacement.

New Business: - None

Sub-Committee Report: Sub-Committee meetings were scheduled on December 11th as follows:

Advocacy – 9AM

Board Development – 9:15AM

Finance – 10:30AM

ByLaw – 10:45AM

Correspondence: The Director read a note from the Community Council announcing their November 15th meeting which the Director will be attending.

John Londa, Town of Lunenburg Facilities Director, referred the Director to Richard Nut, Community Work Program at Monty Tech, for information regarding students building a sidewalk to connect the upper and lower parking lots at the Senior Center.

General Discussion: The Director reminded the board that the Boston Post Cane Ceremony will be held on Tuesday November 20th at 1PM.

Pete Lincoln requested that Sub-Committee meetings be placed on the next agenda.

Adjournment: Jim Hays motioned to adjourn the meeting. Pete Lincoln seconded. All approved, motion carried.

Meeting Adjourned at 10:35 a.m.

*Respectfully Submitted,
Susan Doherty, Administrative Assistant
Lunenburg Council on Aging*